

Huron Perth Public Health  
**BOARD OF HEALTH**

West Gore Site  
Multipurpose Meeting Rooms

October 25, 2024

**MINUTES**

**Membership Present:** Marg Anderson (Deputy Mayor Central Huron and Councillor, Huron County)  
Lesley Biehn (Councillor, City of Stratford)  
Sheryl Feagan (Provincial Representative) – *via Zoom*  
George Finch (Mayor South Huron and Councillor, Huron County)  
Todd Kasenberg, Vice Chair (Mayor, North Perth and Councillor Perth County)  
Bernie MacLellan, Chair (Mayor Huron East and Councillor, Huron County)  
Bob Parker (Provincial Representative)  
Paul Robinson (Provincial Representative)  
Cody Sebben (Councillor, City of Stratford) – *via Zoom @937am*  
Bill Vanstone (Deputy Mayor Ashfield-Colborne-Wawanosh and Councillor, Huron County)

**Membership Regrets:** Rhonda Ehgoetz (Mayor, Perth East and Warden Perth County)  
Marg Luna (Councillor, Town of St Marys)  
Jared Petteplace (Provincial Representative)

**Staff Present:** Dr. Lauren Hayward, Physician Consultant  
Julie Pauli, Director of Corporate Services and Secretary to the Board of Health  
Melissa Rintoul, Executive Assistant to the Medical Officer of Health (Recorder)  
Tanya Sangster, Director of Community and Family Health  
Christina Taylor, Director of Health Protection  
Jes Thompson, Manager – Infectious Disease for Agenda Item Xa

**Staff Regrets:** Dr. Miriam Klassen, Medical Officer of Health and CEO

**Media Present:** Listowel Banner

**Note: Finance and Personnel Committee (F&P) and Risk and Governance Committee (R&G) are operationalized as committees of the whole as per BOH motions January 2024.**

1. **Land Acknowledgement ~ Bernie MacLellan, Chair**

*“We acknowledge that the land where we gather today is the traditional territory of the Anishinaabe, Haudenosaunee, Neutral, and Wendat peoples. We acknowledge and recognize our roles and shared responsibilities as treaty people committed to moving forward in the spirit of reconciliation, gratitude, and respect with all Indigenous, First Nation, Métis and Inuit people.”*

2. **Approval of the Agenda**

Motion for Consideration:

*That the Board of Health approve the Agenda for the October 25, 2024, meeting as circulated.*

Motion made by: Marg Anderson  
Seconded by: Todd Kasenberg  
Carried.

3. **Declarations of Pecuniary Interest**

Sheryl Feagan identified a pecuniary interest of - EFT #4423 to Donnelly Murphy in Agenda Item 5b.

4. **Closed Session**

Motion for Consideration:

*That the Board of Health move into closed session for discussion of:  
A personal and identifiable matter (finance and personnel) related to the 2025 Budget.*

Motion made by: George Finch  
Seconded by: Bill Vanstone  
Carried.

Reporting Out of Closed Session

**Personal and Identifiable – 2025 Budget Planning (Finance and Personnel)**

Julie Pauli, Director of Corporate Services provided the Board of Health with an update on 2025 budget planning. The Board of Health provided staff with direction on balancing the 2025 Budget.

**Personal and Identifiable Matter (Finance and Personnel)**

The Board of Health approved a staff request for unpaid LOA for January 1 – December 31, 2025.

5. **2025 Budget**

Motion for Consideration

*That the Board of Health approve the 2025 Budget as presented.*

Motion made by: Todd Kasenberg  
Seconded by: George Finch  
Carried.

6. **Director of Corporate Services Report – Julie Pauli**

a. **Statement of Accounts** – period ending August 31, 2024

Motion for Consideration:

*That the Board of Health approve the Statement of Accounts for the period ending August 31, 2024.*

Motion made by: Marg Anderson  
Seconded by: Lesley Biehn  
Carried.

b. **Financial Transactions** – August 31, 2024

Motion for Consideration

*That the Board of Health approve the Financial Transaction Reports for the period of August 1 – August 31, 2024, in the amount of \$1 437 624.65.*

Motion made by: Bill Vanstone  
Seconded by: George Finch  
Carried.

c. **MOH Compensation Report**

Motion for Consideration

*That the Board of Health direct the Board Chair, Medical Officer of Health, and Director of Corporate Services to sign and submit the MOH Compensation Report to the Ministry.*

Motion made by: George Finch  
Seconded by: Todd Kasenberg  
Carried.

d. **Bi-annual Mileage Review**

Motion for Consideration

*That the Board of Health maintain the current mileage rates for HPPH.*

Motion made by: Bob Parker  
Seconded by: Lesley Biehn  
Carried.

7. **MOH Report – presented by Dr. Lauren Hayward**

Motion:

*That the Board of Health adopt the Report of the Medical Officer of Health as presented.*

Motion made by: Bill Vanstone  
Seconded by: Lesley Biehn  
Carried.

8. **Business Arising**

a. **1.03.130 Personnel Policies for Non-Union Employees (Finance and Personnel)**

Motion

*That the Board of Health approve Board of Health policy 1.03.130 Personnel Policies for Non-Union Employees as presented.*

Motion made by: George Finch  
Seconded by: Paul Robinson  
Carried.

b. **BOH Lunch and Service Award Presentations**

The Board of Health Luncheon and Service Award Presentations will take place this afternoon at the Brodhagen Community Centre. We will need six presenters for the awards.

9. **New Business**

a. **Staff Report – HPPH IPAC Hub ~ Jes Thompson, Manager – Infectious Disease**

For Information purposes

b. **Board of Health Policies**

**1.03.080 IT and IS Policy;**  
**1.09.020 Controlled Acts;**  
**1.09.030 Medical Directives;**  
**1.06.010 Occupational Health and Safety;**  
**1.06.030 Incidents, Injuries and First Aid;**  
**1.06.050 Violence and the Workplace; and**  
**1.06.060 Bullying and Harassment and the Workplace**

Motion:

*That the Board of Health approve Board of Health policies 1.03.080 IT and IS policy, 1.09.020 Controlled Acts, 1.09.030 Medical Directives, 1.06.010 Occupational Health and Safety, 1.06.030 Incidents, Injuries and First Aid, 1.06.050 Violence and the Workplace, and 1.06.060 Bullying and Harassment and the Workplace as presented.*

Motion made by: Bob Parker  
Seconded by: Lesley Biehn  
Carried.

**1.09.040 Child Abuse and Neglect**

Motion:

*That the Board of Health requests staff reconsider Board of Health policy, 1.09.040 Child Abuse and Neglect, specifically item 9 and bring forward to a future meeting.*

Motion made by: Marg Anderson  
Seconded by: Lesley Biehn  
Carried.

10. **Correspondence**

- a. Sudbury Public Health letter re: New measures to prevent harms to youth from nicotine replacement therapies
- b. Sudbury Public Health letter re: Support for Ontario to Continue to protect the safety of private drinking water

Motion for Consideration:

*That the Board of Health receives correspondence items for information purposes.*

Motion made by: Todd Kasenberg  
Seconded by: Lesley Biehn  
Carried.

11. **Approval of the Minutes of the October 25, 2024, Board of Health meeting**

Motion for Consideration:

*That the Board of Health approve the minutes of the October 25, 2024, Board of Health meeting as presented.*

Motion made by: Bob Parker  
Seconded by: Paul Robinson  
Carried.

12. **Date of Next Meeting**

The date of the next meeting will be held on **Friday, November 15, 2024**, at the West Gore Site.

13. **Adjournment**

Motion for Consideration:

*That the meeting of the Huron Perth Public Health Board of Health be adjourned as of 11:13 am.*

Motion made by: Marg Anderson  
Seconded by: George Finch  
Carried.

14. **Public Announcements**

15. **Education Session – IPAC – presented by Michelle Carter and Dori Taylor**